

OBSERVATION REPORT NO. 4

Project: **Woburn Fire Headquarters**

Date: 16 June 2021

Location: City Hall Conference Room

Attendees: City of Woburn

Orazio DeLuca, Purchasing (partial)

Building Department

Tom Quinn, Jr., Commissioner
(Job Mtg. & Pre-Con)

Woburn Fire Department (WFD)

Donald Kenton, Chief

Municipal Building Consultants (MBC)

Pat Saitta (Job Mtg. & Pre-Con)
Dick Murphy (Job Mtg. & Pre-Con)

DiNisco Design (DD)

Rick Rice (Job Mtg. & Pre-Con)
Anne Davis Woodacre
(Job Mtg. & Pre-Con)

G&R Construction (G&R)

Ian McCallion (Job Mtg. & Pre-Con)
Dave Bacchiocchi
(Job Mtg. & Pre-Con)
Brad Donovan (Job Mtg. & Pre-Con)

Horsley Witten (HW)

Janet Bernardo (Pre-Con)

RJP

Rene Peldient (Pre-Con)

UTS

Mike Garland (Pre-Con)

Action Date

A. SAFETY AND SECURITY

G&R	05/14/21 06/16/21	A01.	Pest and Rodent Control plan to be submitted. [06/16/21: G&R reported that they have reached out to the original pest control contractor. It was noted that the traps placed as part of the ESP are still in place.]
DOT	05/14/21 06/16/21	A02.2	Site Access / State Highway Permit. DPW has applied for the required permits from DOT. Until DOT issues the permit, G&R may use existing curb cut that is in the state highway ROW as long as it isn't modified. G&R may also implement the second access point to the south without DOT approval, because it is not in the DOT ROW. [06/16/21: HW reported that the DOT website notes that the submission is now undergoing the "75% CD" review.]



DiNisco	06/09/21	A02.3	DOT Permit Review Comments: DOT has advised Woburn of three minor comments as a result of the permit application. DiNisco will issue a Field Order to G&R describing the revisions requested by DOT.
G&R	05/14/21 05/26/21 06/09/21	A03.	Barriers / Fencing / Gates: Site fences are in place. G&R to be provided a copy of the key to site fences. Site is currently stable with erosion control measures having been installed by ESP contractor. [05/26/21-Postscript: G&R will cut the links off the chain and use their own lock. The lock will be returned to the FD.] [06/09/21: Site is secured by G&R's lock. G&R will make key available to WFD via a knox box affixed to the gate.]
G&R	06/09/21	A13.	Additional Fence Sections: In response to G&R's question, it was noted that there are additional fence sections at the Merrimack St. landfill available for use. G&R will contact DPW.

A14.

B. OWNER ISSUES

City	05/14/21 05/26/21 05/28/21 06/09/21 06/09/21	B01.7	HVAC and Electrical Re-bids: The HVAC re-bids were received on 5/12 and the Electrical work is expected to be re-bid on 05/19. A change order will be issued to G&R for the difference in those sub-bids. [05/26/21-Postscript: It was noted that there is a protest over the HVAC bids received 05/19. Because this protest will take a week or more to resolve, DiNisco will issue a change order for the electrical re-bid so that Brothers may be signed by G&R.] [05/28/21-Postscript: A bid protest on the electrical re-bid has been filed, putting on hold the signing of Change Order #1.] [06/09/21: G&R has signed Change Order #1 following resolution of the Electrical Bid Protest. City to distribute fully executed copies after signature by Mayor.]
City	06/10/21 06/16/21	B01.9	HVAC Bid Protect (Postscript): On 06/09 the AG decided the HVAC Bid Protest and on 06/10 Change Order #02 was forwarded to G&R for signature. [06/16/21: G&R has signed Change Order #2. City to distribute fully executed copies following signature by the Mayor.]
---	05/14/21	B02.	Work under separate contracts will consist of:
DiNisco	05/14/21	B02.1	FF&E including Communications and Technology.

DiNisco	05/14/21 05/26/21 06/09/21	B02.2	Radio Tower (foundation by G&R). DiNisco noted that it is anticipated that the tower will be put out to bid with ITC Contractors in a couple weeks. [05/26/21- Postscript: DiNisco reported that the tower RFP is out for pricing.] [06/09/21: It was noted that the tower RFP's are due 06/25.]
Woburn MBC G&R	05/14/21 06/09/21 06/16/21	B02.3	Traffic signal work will be bid by the City. [06/09/21: It was reported that the City has a signed contract for the signal work and it was noted that the signal cross arms have a six month lead time. MBC will work with the City Engineer to schedule a coordination meeting with G&R and City's signal contractor. [06/16/21: MBC reported the signal contractor, Dagle Electric, will meet with the project team to coordinate their work. G&R to advise when this meeting should be scheduled.]
Woburn	05/14/21	B02.4	City will mill and pave Main Street after utility work is done.
G&R	05/14/21	B05.	Project Sign: Maintain existing sign. G&R to be added.
G&R	05/26/21 06/16/21	B06.	Subcontractor Bid Bonds: It was requested that G&R advise as filed subcontractors' contracts are finalized so that the City may return bid bonds. [06/16/21: G&R reported subcontracts have started to be signed and returned. G&R will advise when all subs are signed so that City may return all bid bonds at once.]
City	06/09/21 06/16/21	B07.	Ground Breaking: Orazio Deluca will confer with the Mayor regarding a potential groundbreaking ceremony. [06/16/21: It was discussed that rather than a groundbreaking, a topping off ceremony might be held; City to review and advise.]
---	06/16/21	B08.	Neighbor Complaint / Fence Along Main Street: A complaint lodged by a neighbor about trash along the construction fence and its location was discussed. The fence has not been moved since being installed by the ESP contractor; G&R has made a repair at a section struck by a sidewalk snow plow. TQ observed that there is sufficient width to suit accessibility concerns and MBC noted that the trash is collecting on the street side of the fence. It was agreed that no further action is required. Record Item.

B09.

C. PERMITS & INSPECTIONS

G&R	05/14/21 05/26/21	C01.2	Permit Application Status Report: G&R gave permit information to Building Department at meeting. [Postscript: G&R still to provide workman's comp information.] [05/26/21-Postscript: G&R's workman's comp information was provided and the Building Permit has been issued. G&R was requested to email DiNisco and MBC a copy of the permit card.]
G&R	05/14/21 05/26/21 06/09/21 06/16/21	C01.3	Emergency Contacts: G&R to forward emergency contact information. [05/26/21-Postscript: G&R has provided cell phone numbers on the project directory. G&R will forward a copy of the directory to the Building Department.] [06/09/21: G&R will provide contact list updates as subcontractors are added.] [06/16/21: The Building Commissioner asked that G&R forward to him their emergency contact information.]

C04.

D. CONSTRUCTION SCHEDULE

G&R	05/14/21 05/26/21 06/09/21 06/16/21	D01.	Start-up / Mobilization: G&R expects to have their and the OPM's trailers on site 06/01/21. [05/26/21-Postscript: G&R reported that the trailers are now expected to be set up toward the end of the second week in June.] [06/09/21: G&R advised trailers will be brought on site Tuesday, 06/15.] [06/16/21: Trailers are on site. MBC asked that G&R expedite trailer set up.]
G&R	05/14/21 05/26/21	D02.	Progress Schedule (Bar Chart - 15 days NTP; CPM within 90 days). [05/26/21: G&R distributed the bar chart schedule and logistics plan at the meeting (copy attached).]
G&R	05/26/21 06/09/21 06/16/21	D04.1	Baseline Schedule: MBC requested that G&R prepare a baseline schedule for the specified 14-month project duration assuming timely delivery of joists. The purpose of the baseline is to enable MBC to compare it with the actual schedule based on delayed joist lead times. [06/09/21-Postscript: G&R distributed their baseline schedule (copy attached). G&R will formally submit a time extension request with back up as a Proposed Change Order (contract time revision).] [06/16/21: MBC asked that G&R assemble the time extension request at their earliest convenience so that it may be reviewed and the matter finalized.]
---	06/16/21	D05.	Look Ahead: G&R reviewed their three-week look ahead schedule (attached). Record Item.

D06.

E. SUBMITTAL SCHEDULE

G&R 06/16/21 E06. Submittal Schedule: G&R advised that they will forward their submittal schedule by EOD 06/21/21.

E07.

F. SUBMITTALS

G&R 05/14/21 F08. Weather Protection / Temporary Heating Plan to be submitted within 30 days of NTP.

G&R 05/14/21 F09. Construction Waste Management Plan to be submitted within 21 days of NTP.

G&R 05/14/21 F10. Construction Indoor IAQ Plan to be submitted within 21 days of NTP.

--- 06/16/21 F15. Submittal Log: G&R reviewed submittal log (attached) noting dampproofing / waterproofing submittals are time sensitive.
[Postscript: WD&C submittals returned 06/18/21.] Record Item.

F16.

G. COORDINATION DRAWINGS

G&R 06/16/21 G06. Coordination Drawings: G&R reported coordination drawings
MEP Subs process has begun.

G07.

H. PAYROLL REPORTS

MBC 06/16/21 H02. MBC will check status of payroll reports the end of June.

H03.

I. REQUISITIONS

G&R 05/14/21 I06. Schedule of Values shall be submitted ASAP for the Architect's and consultants' review and approval.

--- 05/14/21 I06.1 The schedule of values must be approved prior to being paid any moneys.

--- 05/14/21 I06.2 Schedule of Values shall include line items for close out
06/09/21 documents and training. [06/09/21: It was discussed and agreed that the SOV will be broken down by building.]

G&R	06/09/21	I06.3	Draft SOV (Postscript): A draft SOV, including concrete, foundations, roofing, ATC ceilings and miscellaneous and ornamental iron, was submitted for MBC and DiNisco review on 06/11/21. [06/17/21-Postscript: MBC comments on SOV's returned to G&R on 06/17. Subs to revise as noted.]
Subs	06/17/21		
City	05/26/21 06/09/21	I08.	Application for Payment #1: G&R will submit a pencil Application for Payment #1 for bond costs, etc. by EOD Friday, 05/27/21 with the goal of having a final requisition ready for signature at the 06/02 job meeting. It was agreed that G&R would have a breakdown of the General Conditions costs for Application for Payment #1. [06/09/21: Application for Payment #1 signed by DiNisco and MBC at the job meeting and was submitted to the City for payment.]

I09.

J. CHANGE ORDERS

---	06/10/21 06/16/21	J03.	Change Order #2 (Postscript): On 06/10 DiNisco forwarded to G&R for signature Change Order #2 adjusting the contract sum as the result of the HVAC re-bid. [06/16/21: Change Order #2 signed by G&R.] Record Item.
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J04.

K. CONSTRUCTION CHANGE DIRECTIVES (CCD)

K03.

L. FIELD ORDERS

L03.

M. PROPOSAL REQUESTS

M03.

O. REQUEST FOR INFORMATION

G&R	05/26/21 06/09/21 06/16/21	O07.	RFI Log: G&R will have an RFI log on hand for review at each job meeting. [06/09/21: There are no open RFI's as of 06/09.] [06/16/21: There are no open RFI's as of 06/16/21.]
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O08.

P. DEMOLITION

P01.

Q. SITE WORK

G&R	05/14/21 05/26/21 06/09/21 06/16/21	Q04. Temporary Offices: G&R will be moving offices to the site on or about 01 June. [05/26/21: G&R reported trailers will be in place in locations shown on the logistics plan by the end of the second week in June.] [06/09/21: Trailers expected on site 06/15.] [06/16/21: Trailers are on site. MBC noted that they will be flexible with the fit-out details of their trailer.]
G&R	05/14/21	Q07. G&R will coordinate the road work with the DPW (DOT).
G&R	05/14/21	Q08. Foundation As-Built Survey: Tom Quinn informed G&R that they are to submit an as-built survey locating the buildings and tower foundation upon completion of the foundation work.
G&R RJP	05/14/21 05/26/21 06/09/21 06/16/21	Q09. Water Service: Establishing a temporary water service was briefly discussed. DPW noted that the nearest hydrant is across the street, and running a service from the hydrant in a trench will trigger DOT approval. G&R to coordinate temporary water with DPW. [05/26/21: DiNisco will contact DPW so that they may attend the 06/02 job meeting to discuss ways that water for construction purposes could be expedited.] [06/09/21: G&R has discussed temporary water with DPW. G&R will use a water truck until the DOT permit is granted and the permanent service is installed.] [06/16/21: RJP, the site sub, will meet with DPW / water superintendent to coordinate temporary water from a nearby hydrant.]
---	05/26/21 06/16/21	Q10. Site Preconstruction Conference: A Preconstruction Conference for site work, including drainage and utilities, will take place at 1:00 PM, Wednesday, 06/16/21. Attending will be Horsley Witten and G&R's site contractor. [06/16/21: The site pre-construction meeting took place on 06/16. G&R's agenda is attached. The following was noted during the course of the discussions:
G&R DiNisco BSI	06/16/21	Q10.1 Site Improvement / Landscaping Meeting: A separate meeting will be scheduled with Brown Sardina to review site improvements and landscape pre-construction items.
HW	06/16/21	Q10.2 SWPPP Plan: Has been submitted and is under review by HW. It was noted that this project is not subject to a Conservation Commission Order of Conditions.
G&R RJP	06/16/21	Q10.3 Unitized Retaining Wall: Initial submittal returned Revise and Resubmit; resubmittal of non-specified precast wall shall be accompanied by a Substitution Request Form. BSI would likely want to see in place installation in order to approve a substitution. RJP noted proposed wall is installed in North Woburn.

TQ	06/16/21	Q10.4	DOT Review: The DOT permit review is now in the 75% / 100% construction document phase. TQ will check if revisions requested by DOT (i.e. curb cut radius) will have any implications on City's site plan approval of the project.
---	06/16/21	Q10.5	Subsurface Drainage: G&R noted that installation of the large system (parking lot) will begin early September or possibly sooner. HW stated that they shall be kept apprised of the schedule so that they may inspect the bottom of excavation. It was discussed that the bottom will be exposed and the system installed as excavation continues across the system.
---	06/16/21	Q10.6	Trench Compaction: It was discussed that bottom of trenches in newly filled areas should be treated as if it is in undisturbed natural soil, and the trenches backfilled as specified. UTS has proctor information on the ESP fill and no testing is required. Record Item.

Q11.

R. ARCHITECTURAL

R01.

S. STRUCTURAL

---	05/26/21 06/09/21	S01.	Pre-foundation Construction Conference: It was discussed and agreed that a pre-construction conference will take place at 1:00 PM Wednesday, 06/02/21. Attending will be G&R's concrete and excavation contractors, FBRA, GZA and UTS. G&R has scheduled excavation for foundations to begin the second week of June at the Support Building with foundations to follow. [06/09/21: The foundation pre-construction meeting took place on 06/09. G&R's agenda with notes from the meeting is attached. G&R's agenda also included items for discussion provided by FBRA. The following was noted during the course of discussions.]
G&R	06/09/21	S01.1.01	Historical break results should be submitted with mix designs.
G&R	06/09/21	S01.1.02	G&R will submit construction joint locations / details for approval.
---	06/09/21 06/16/21	S01.1.03	Site concrete shop drawings still under review. DiNisco noted tower foundation will be on hold pending review by tower vendor once tower quotes are in 06/25/21. [06/16/21: DiNisco returned site reinforcing shop drawings 06/15/21.] Record Item.

G&R	06/09/21	S01.2	QA/QC issues were discussed.
---	06/09/21	S01.2.02	Hot Weather Concrete: G&R to advise if ice will be used to lower concrete temperatures. If so, FBRA advised that ice should be included as part of the total water included in the mix. Boston Concrete should also advise if, and how much, water is being withheld for addition at site during pour.
---	06/09/21	S01.2.04	FBRA stated forms may be stripped in two days (48 hours) if concrete has reached 30% of strength. UTS could cast additional cylinders and do a 48 hour break.
---	06/09/21	S01.3	Testing / inspection issues were discussed.
---	06/09/21	S01.3.01	GZA will visit site to witness first bottom of footing excavation and initial backfilling. GZA requested two days notice of requested visits. In response to a question, GZA noted crushed stone is not needed below footings if excavation is in the "new fill" placed by early site contract.
---	06/09/21 06/15/21	S01.3.04	DiNisco and UTS will update the test report cc list. [06/15/21-Postscript: DiNisco and G&R cc list provided to UTS on 06/15/21.] Record Item.

S02.

T. FIRE PROTECTION

T02.

U. PLUMBING

U01.

V. HVAC

V01.

W. ELECTRICAL

W01.

X. HAZARDOUS MATERIALS

X01.

Y. MISCELLANEOUS

--- 05/14/21 Y12.1 The next job meeting will be 05/26/21. The 05/26/21
05/26/21 and the 06/02/21 meetings will be held in the
06/09/21 Engineering Conference Room in City Hall. [05/26/21:
06/16/21 Because the trailers will not be set up, the 06/09 job
meeting will also be held at City Hall.] [06/09/21:
Because the trailers will not be completely set up, the
06/16 job meeting will be held at City Hall.] [06/16/21:
Because temporary power will likely not be in place, the
06/23 job meeting will be held at City Hall.]

Y13.

Z. LEED-S

Z02.

ZA. COMMISSIONING

Subs 05/14/21 ZA01. Work of the required SECTIONS requiring Commissioning shall
include a separate line item value for this work on the Schedule of
Values.

ZA03.

ZB. CONSTRUCTION CLOSEOUT

ZB10.

ZZ. CONSTRUCTION PROGRESS

--- 06/16/21 ZZ03. Construction Progress: Site utility work underway. Office trailers are
positioned on site. Record Item.

ZZ04.

The next Job Meeting will be held **Wednesday, June 23, 2021 at 1:00 PM in the Engineering Conference Room at City Hall.**

The discussions of this meeting are recorded as understood by the writer, who should be notified of any omissions or corrections. Unless the writer is notified to the contrary, these notes are presumed to be correct.



Richard N. Rice
DiNISCO DESIGN

RNR/meh

cc: Mayor Scott Galvin
Tom Quinn, Building Commissioner
Brian Gingras, Paul D'Amore, Building Inspectors
Jay Corey, City Engineer
Jay Duran, DPW Superintendent
Donald Kenton, WFD
George Poole, WFD
Pat Saitta
Dick Murphy
Janet Bernardo
Mary Hall
Heather Audet
Bill Brown
Joe Strayer
Jon Buhl
Steven Belanger
Rachel Blandford
John Sousa
Frank Stramaglia
Semoon Oh
Jared Humphreys
Kevin Murphy
Eric Ganz
Scott Goodrich
Chick Langone
Anne Woodacre
Bob Morel
Ian McCallion
Dan Aylward
David Bacchiocchi

Enclosures: G&R 3-week Look Ahead dated 06/16/21
G&R Submittal Log dated 06/15/21
G&R Sitework Pre-Installation Meeting Agenda

Date Issued: June 16, 2021

[illegible]



Report By: Ian McCallion

Report Type: Open Items

Date: 6/15/2021

Project: Woburn Fire Headquarters

Total Items: 22

Log: Submittal

Days Open Calculated by: Calendar Days since date Initially Created

<u>Section</u>	<u>Item#</u>	<u>Description</u>	<u>Supplier or Manufacturer</u>	<u>Date from Subcontractor</u>	<u>Date from GC</u>	<u>Review by Consultant</u>	<u>Review by Architect</u>	<u>Return to Subcontractor</u>	<u>Action</u>	<u>B-I-C</u>	<u>Days Open</u>
000001 General Items	000001-001-0	G&R Site Specific Safety Plan	G&R Construction	06/15/2021	06/15/2021					Consultant, Arch	0
033000 Cast-in-Place Concrete	033000-004-0	Concrete Reinforcing Shop Drawings - Site Items	Rebars and Mesh	05/28/2021	05/28/2021	06/15/2021			SR	Consultant, Arch	18
033000 Cast-in-Place Concrete	033000-009-0	Resubmittal of Concrete Reinforce Shop Drawings - SOD	Rebars and Mesh	06/14/2021	06/14/2021					Consultant, Arch	1
070001 Waterproofing, Dampproofing & Caulking	070001-001-0	2.02 Ultra-Low Modulus Silicone Sealant	The Waterproofing Company	06/14/2021	06/14/2021					Consultant, Arch	1
070001 Waterproofing, Dampproofing & Caulking	070001-002-0	2.03 Polyurethane - Base Sealant Materials	The Waterproofing Company	06/14/2021	06/14/2021					Consultant, Arch	1
070001 Waterproofing, Dampproofing & Caulking	070001-003-0	2.04 Two Part Polytrendyne Sealant	The Waterproofing Company	06/14/2021	06/14/2021					Consultant, Arch	1
070001 Waterproofing, Dampproofing & Caulking	070001-004-0	2.05 Latex Base Caulking Materials	The Waterproofing Company	06/14/2021	06/14/2021					Consultant, Arch	1
070001 Waterproofing, Dampproofing & Caulking	070001-005-0	2.06 A Below-Grade Dampproofing Materials	The Waterproofing Company	06/14/2021	06/14/2021					Consultant, Arch	1
070001 Waterproofing, Dampproofing & Caulking	070001-006-0	2.06 B Below Grade Dampproofing - Protection Board	The Waterproofing Company	06/14/2021	06/14/2021					Consultant, Arch	1
070001 Waterproofing, Dampproofing & Caulking	070001-007-0	2.08 Sheet Membrane Waterproofing - Sheet Membrane	The Waterproofing Company	06/14/2021	06/14/2021					Consultant, Arch	1
070001 Waterproofing, Dampproofing & Caulking	070001-008-0	2.08 Sheet Membrane Waterproofing - Surface Primer	The Waterproofing Company	06/14/2021	06/14/2021					Consultant, Arch	1



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Caulking											
070001 Waterproofing, Dampproofing & Caulking	070001-009-0	2.08 Sheet Membrane Waterproofing - Mastic	The Waterproofing Company	06/14/2021	06/14/2021					Consultant, Arch	1
070001 Waterproofing, Dampproofing & Caulking	070001-010-0	2.08 Sheet Membrane Waterproofing - Sealants	The Waterproofing Company	06/14/2021	06/14/2021					Consultant, Arch	1
070001 Waterproofing, Dampproofing & Caulking	070001-011-0	2.08 Sheet Membrane Waterproofing - Backer Rod	The Waterproofing Company	06/14/2021	06/14/2021					Consultant, Arch	1
070001 Waterproofing, Dampproofing & Caulking	070001-012-0	2.08 Sheet Membrane Waterproofing - Rigid Insulation	The Waterproofing Company	06/14/2021	06/14/2021					Consultant, Arch	1
070001 Waterproofing, Dampproofing & Caulking	070001-013-0	2.08 Sheet Membrane Waterproofing - Drainage Mat	The Waterproofing Company	06/14/2021	06/14/2021					Consultant, Arch	1
070001 Waterproofing, Dampproofing & Caulking	070001-014-0	2.02 Ultra-Low Modulus Silicone Sealant - Color Chart	The Waterproofing Company	06/14/2021	06/14/2021					Consultant, Arch	1
070001 Waterproofing, Dampproofing & Caulking	070001-015-0	2.03 Polyurethane - Base Sealant Materials - Color Chart	The Waterproofing Company	06/14/2021	06/14/2021					Consultant, Arch	1
070001 Waterproofing, Dampproofing & Caulking	070001-016-0	2.05 Latex Base Caulking Materials - Color Chart	The Waterproofing Company	06/14/2021	06/14/2021					Consultant, Arch	1
311000 Site Preparation	311000-001-0	Stormwater Pollution Prevention Plan		06/15/2021	06/15/2021					Consultant, Arch	0
312000 Earthwork	312000-003-1	Resubmittal of Crushed Stone - Test Report		06/14/2021	06/14/2021					Consultant, Arch	1



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312000 Earthwork	312000-004-0	Surveyor's Verification	McKenzie Engineering Group	06/15/2021	06/15/2021					Consultant, Arch	0



Pre-Installation Meeting Agenda

Woburn Fire Headquarters

G&R Project# 21-005

Meeting Date / Time: June 16, at 1:00
Location: Woburn City Hall / Engineering Conference Room

Meeting Topic: Sitework Pre-Installation Meeting

Introductions/Responsibilities:

- | | |
|-----------------------------------|--|
| • G&R Construction: | General Contractor |
| • Dinisco Design: | Architect |
| • Horsley Witten Group: | Civil Engineer |
| • GZA | Geotechnical Engineer |
| • Municipal Building Consultants: | Owners Project Manager |
| • RJ Pelchat Excavating: | Sitework Installer |
| • UTS of Massachusetts: | Material Testing Agency for compaction, rebar, & concrete. |

Onsite Restrictions / Requirements:

- All equipment & trucking should enter through the main Gate# 1 from Main Street & loop through the site and either exit back out through Gate# 1 or #2 onto Main Street. (**Refer to Attached Site Logistics Plan**)
- Main Street is a very busy road with direct access to the highway. There is absolutely no standing or parking on street. All trucks must be able to wait within the site boundary. There may be standing capabilities at the Showcase Cinemas located on Middlesex Canal Park Drive. There is a large parking lot on this road but it is privately owned.
- Working hours are between 7:00 – 5:00. Absolutely no starting large equipment before 7:00 AM due to the surrounding neighborhood & City ordinance. Saturday work must be approved by the city with advanced notice.
- The onsite OPM needs to be notified Two days in advance in order to contact the testing agency. This needs to be coordinated with G&R as well.
- Subs must provide unrestricted access for testing agencies and/or inspectors at all times. This includes staging and/or lift access.
- There is parking onsite located at areas indicated in the logistics plan. Please note that this plan is an early draft and that certain areas will change. G&R will coordinate with all subcontractors working on site with advanced notice.
- **Consistent Site Watering is a MUST.** The City and Design Team has mentioned that the adjacent neighbors are sensitive to the site dust. RJ Pelchat to work on site watering schedule with G&R.

Submittals:

- 311000-001– Stormwater Pollution Prevention Plan – Final Plan Submitted 6/15
- 311320 – Existing Plants to remain – Submit Tree pruning contractor information if required
- 312000-001 – Fill Materials – Sand for Piping & Conduit – **Approved as Submitted**
- 312000-002 – Dense Grade – Test Report – **Revise & Resubmit**
 - **Geo Tech – Provide Environmental Test Results – see separate submittal**
- 312000-003 – Crushed Stone – Test Report – **Revise & Resubmit**
 - **Geo Tech – Provide Environmental Test Results – see separate submittal**
- 312000-003-R1 – Resubmittal of Crushed Stone – Test Report – With Environmental Test Letter
- 312000-004 – Surveyor's Verification – Submitted 6/15/21
- 312000 – Gravel Borrow Information – To be Submitted
- 312000 – Washed Crushed Stone – To be Submitted for the Infiltration / Retention Chambers
- 312000 – Flowable Fill – To be submitted for Utility Work
- 321216 – Asphalt Paving – Mix Designs – On Site – To be Submitted
- 321216 – Asphalt Paving – Mix Designs – Street patch – To be Submitted
- 321216 – Asphalt Paving – Geotextile Fabric for subgrade – To be Submitted
- 321640 – Granite Curb – Shop Drawings/ Layout – To be Submitted
- 321640 – Granite Curb – Product Data – To be Submitted
- 321723 – Pavement Markings – Layout Plan – To be Submitted
- 321723 – Pavement Markings – Product Data – To be Submitted
- 321723 – Pavement Markings – Sample Plates – To be Submitted
- 323223-001 – Segmental Retaining Wall – Shop Drawings – **Revise & Resubmit**
 - Not an approved manufacturer – need substitute request form if manufacturer can present similar properties to others. Approved manufacturers are using solid block construction.
 - See comments on Wall #2 edge conditions
- 323253 – Site Stone – Granite Base – Product Data
- 323253 – Site Stone – Granite Base – Shop Drawings
- 323253 – Site Stone – Photographs – Before Dismantling Monuments
- 323253 – Site Stone - Photographs – After Delivery to the Site
- 329113 – Soil Preparation – Loam – To be submitted
- 329113 – Soil Preparation – Planting Soils – To be submitted
- 330514 – Manholes & Structures – Catch Basin – **Approved as Submitted**
- 330514 – Manholes & Structures – Drainage Manhole – **Approved as Submitted**
- 330514 – Manholes & Structures – Sewer Manhole – **Approved as Submitted**
- 330514 – Manholes & Structures – Area Drains – **Revise & Resubmit**
 - G&R to resubmit per engineers comments on misplaced items
- 330514 – Manholes & Structures – Exterior Trench Drains – To be submitted
- 330514 – Manholes & Structures – Frames & Covers – To be submitted
- 331116 – Site Water Utility Distribution Piping – Pipe and Fittings for Water Service & FP – To be submitted
- 331116 - Site Water Utility Distribution Piping – Gate Valves and Boxes – To be submitted
- 331116 – Site Water Utility Distribution Piping – Hydrants – To be submitted
- 331116 – Site Water Utility Distribution Piping – Underground Pipe Markers – To be submitted

- 331116 – Site Water Utility Distribution Piping – Bedding and Cover Materials – To be submitted
- 333100 – Sanitary Utility Sewerage Piping – Product Data – To be submitted
- 333100 – Sanitary Utility Sewerage Piping – Pipe Markings – To be submitted
- 334113 – Storm Utility Drainage Piping – Ductile Iron Piping – To be submitted
- 334113 – Storm Utility Drainage Piping – Reinforced Concrete Pipe – To be submitted
- 334113 – Storm Utility Drainage Piping – Plastic Pipe – To be submitted
- 334113 – Storm Utility Drainage Piping – High Density Corrugated Polyethylene Pipe and Fittings – To be submitted
- 334113 – Storm Utility Drainage Piping – Pipe Markings – To be submitted
- 334923-001 – Subsurface Infiltration System #02 – Shop Drawings – **Revise & Resubmit**
 - **Submit specification for Cultec Recharger 902HD to confirm it will withstand H-20 Loading**
 - **Submit Isolator/ separator row submittal**
 - **Does not meet cover requirements for location (states min. cover is elev 116)**
 - **Submit on Proposed layout for equivalent system. Show inverts for pipes coming to system to confirm.**
 - **See specifications for allowed manufacturers.**
- 334933-001 – Storm Drainage Utility CMP – Subsurface Infiltration System #01 – **Approved as Submitted**
- 334933-002 – Storm Drainage Utility CMP – CDS Units – **Approved as Submitted**
- 334933-003 – Storm Drainage Utility CMP – Revise Layout to System – **Approved as Submitted**

Questions / Issues / RFI's/CR's:

- RFI #001 – Elevations of Plumbing Inverts at Foundation Walls – RJ Pelchat & G&R confirm response to RFI #001
- Field Order #001 R1 – Revised Sewer Inverts issued after Plumber concerns
- Future Field Order on Curb Cuts?

Subcontractor Coordination:

- RJ Pelchat to coordinate with FSB Electrician (Brother's), Plumber (Araujo Bro's), and Fire Protection (Xcel) on utility work.
- RJ Pelchat working with G&R on Site Layout.
- Site work to coordinate with Foundation Installer and Exterior Concrete Slab/ Sidewalks/ Pad Installer.
- A separate meeting with landscaper will be held for loam installation.
- Site work to coordinate with the City of Woburn on valves, hydrants, and street utility work.

Quality Control Concerns / Specification Requirements:

Site Preparation

- Review in-place erosion control set up. Maintenance of erosion and siltation control must be followed per Order of Conditions. SWPP plan inspections must also be performed to assure adequate upkeep.
- Site Construction Fencing & Barricades – Fencing to be maintained as left by previous contractor. G&R will add additional gate and reinforcement for use during building construction. Sitework contractor will install additional entrance pad.

- Site Watering is Required. Dust Control is a hot issue for this site. Watering plan will be reviewed between G&R and RJ Pelchat Excavating. This will also be a weekly topic for our subcontractor meetings.
- Protection of Existing Plant Materials. No Plantings or Tree's are to be used as guys or fastening points. If plantings or trees are in the way of certain operations. Their location must be reviewed by the design team before removal or modifications are made.
- RJ Pelchat to pull permits for Street Construction before any work takes place.

Earthwork

- Cut & Cap Utilities – Should be 100% complete from early site package.
- Temporary Water Service & Electric – Temp water through permanent line from the street is awaiting state permit approval. G&R & RJ Pelchat to coordinate with the City for hydrant and meter access. Temporary Electrical Application has been submitted to Eversource by the FSB Electrician.
- Site Dewatering – Water Table unknown. Review specifications for de-watering procedures for utilities and foundations. Pumps to be used and all drainage to be to sumps that are surrounded by suitable filter fabric, crushed stone, or other acceptable materials. Site grades to be maintained to allow runoff to collection points.
- All new material brought into the site must be tested by the owners testing agent "UTS" for final approval.
- Temporary Earth Support to be utilized when required. Most of this work will be required during open street work and possibly for the retention chamber install.
- Protect Bottoms of excavations from frost when required. A plan will be submitted if this will be needed. Work will take place Summer through fall and next year through Late Winter and Spring.
- Unsuitable Material – If Unsuitable Material is observed the Design Team must be notified before any work is to take place. Follow methods as called out in the specifications
- Unanticipated Sub-Surface Conditions. Removal of unsuitable materials within the scope of work areas shall be included per contract documents. If any unanticipated conditions not called out are observed the Design Team must be notified before any work is to take place.
- Rock Removal – Questionable Rock Conditions when observed are to be observed by the Design Team and OPM before any work considered by the contractor to be extra is executed. Conditions that fall within the parameters of rock include
 1. When the material cannot be broken and removed by power excavation equipment and requires the use of drills or the use of explosives.
 2. Rock or Stone in original ledge
 3. Hard Shale in original ledge
 4. Boulders in excess of 1 cubic yard in trenches
 5. Boulders in excess of 2 cubic yards in open (general) excavation.
 6. See spec for more specific locations of rock within utility lines, outside building footprint, and payline requirements.
- Filling and Backfilling Procedures – Review of specifications on fill and back filling methods and requirements. Important Items to note. Compaction procedures with site equipment. Do not compact material that is too wet or too dry, No compaction of material that is being placed into or below standing water/ ground water, and no fill to be placed over frozen material.
- Compaction Requirements – are as follows:
 - Within proposed building area 95%
 - Within 2 feet of finished pavement grade 95%
 - Within utility trenches 95%

- Greater than 2 feet below finished pavement grade 92%
 - Within proposed landscape areas 90%
- Grading Tolerances: are as follows:
 - Top of Subgrade Beneath Structures ½ inch
 - Top of Subgrade Beneath Paving ½ inch
 - Top of Subgrade Beneath Landscape Areas 1 inch
 - Top of Gravel and Gravel Bases ¼ inch

Finish Grading

- Review Drawings and Field Conditions for conformance to current 521 CMR Architectural Access Board and ADA Standards for Accessible Design Requirements. If there are areas that do not meet the code the Design Team must be notified before work takes place.
- Review Specifications for raised areas at sidewalks, aprons, planting beds, lawn areas.

Controlled Blasting

- Should not be needed and a meeting will be covered before any work takes place if required.

Erosion & Sedimentation Controls

- Review current erosion controls set up. Provide additional items if required.
- Installation of (2) Stabilized Construction Entrances.
- Slope Stabilization of slopes greater than 4:1 require erosion control blankets or seeding if long term to eliminate dust migration.

Asphalt Paving

- Separate meeting to take place with paving installer before work begins.
- Binder Placement – As of now it is G&R's goal to get binder installed before November 22nd. It is understood that temperature and soil condition will drive this. Specifications say no paving from November 1 to March 1. Can binder coat be placed if weather allows?

Granite Curb

- Installed in accordance with Section 501 of the Massachusetts Highway Department (MHD) Standard Specifications for Highways and Bridges.
- Curbing to Match existing
- Existing Curbs at the street are to be cleaned before they are re-installed.

Pavement Markings

- Detailed Sample Submittals are requested in the contract documents. RJ Pelchat to coordinate with Line Stripper.
- Proper Ambient conditions must exist to proceed with installation. Temps to not fall below 50 degrees within 24 hours of install.
- Asphalt to be accepted by the engineer before install.
- Asphalt to cure for 14 days before pavement markings are installed. 28 days for concrete.
- Lines are to be protected for 24 hours before traffic can drive on top of them.

Precast Stone Wall – Alternate #1

- Not accepted at time of bid. Will an attempt to bring this back to the project take place?

Segmental Retaining Wall

- Approved Manufacturers include Redi-Rock, Recon Retaining Wall System, & London Boulder.
- Mockup to be installed before full system is constructed for approval. Location will be determined. Can the mock up be part of the actual wall?
- Subgrade surface to be covered with a minimum of 12-inches of Structural Fill to protect existing material. Sand and Silt materials are expected to be observed here. Review Specifications for proper compaction and installation of foundation.
- See specifications for allowable installation tolerances.
- The Wall Designer shall inspect the wall construction and provide a stamped certification to the engineer that it has been constructed in accordance with the accepted design.
- As-Built Drawings are required stamped by engineer for closeout.

Site Stone

- Site Stone Spec includes existing owner owned items relocated to the project. These items include the following:
 - Memorial Bell – Located at the Woburn Fire Department Engine 2 Site – 907 Main Street
 - Granite Monument – Located at Woburn Fire Station – 33 Central Street
 - (2) Salvaged Granite Post Stored On site – is this there?
 - Granite Base
 - Granite Base for the Memorial Bell
- Work aimed to take place next Spring as the building nears completion.
- See spec for stone work requirements and colors
- Removal of materials require delicate procedures to avoid damage. Pieces to be carefully loaded on a truck for transport.
- Material to be photographed before and after transport.

Soil Preparation

- Will be reviewed at the Landscaping Pre-installation Meeting.

Manholes & Structures

- Includes all precast structures for drainage, sewer, and Catch Basins. Also includes the exterior trench drain system that are located in the driveways and sidewalks.
- All structures to be inspected for defects before installation.
- Waterproofing System to be installed at the Sewer Manhole Structure
- Review specs for industry standard installation methods.

Site Water Utility Distribution Piping

- Coordinate with the City of Woburn for Valves, Hydrants, and Street work.
- Review specifications for industry standards on piping connections and backfilling
- Install Water service in accordance with the City of Woburn Water Department
- Disinfection of Domestic Water Piping System.
- Pressure and hydrostatic tests required as listed in the specifications

Sanitary Utility Sewerage Piping

- Coordinate with the City of Woburn for Street Connections
- Plumber owns Piping 5 feet from Foundation
- Pressure Test to be completed per specifications. Infiltration Test and Deflection Test to be completed as well.

Storm Utility Drainage Piping

- Review Specifications for industry standard backfill & pipe connections/ support standards.
- Clean the entire drainage system of all debris and obstructions after site stabilization.
- Engineer to inspect the entire drainage system upon completion of the work.

Storm Drainage Water Retention Chambers

- Approved manufacturers consist of StormTech, ADS, & Infiltrator Systems
- On site meeting with manufacturer required before installation.
- Excavation in this location will be deep. Review Dewatering measures to follow project requirements if water is discovered.
- Engineer to inspect system before we backfill?

Storm Drainage Underground Infiltration Aluminized Type II Corrugated Metal Pipe (CMP)

- Infiltration system will be installed under a large future laydown area. G&R does not anticipate any loading exceeding what would be passenger vehicles on the future parking lot above. Backfill needs to be completed to final surface compaction or grater to allow for subcontractor parking and small material storage. See table below:

Pipe Span (Inches)	AXLE LOADS (KIPS)			
	18 - 50	50 - 75	75 - 110	110 – 150
12 - 42	2.0	2.5	3.0	3.0
48 – 72	3.0	3.0	3.5	4.0
78 – 120	3.0	3.5	4.0	4.0
126 – 144	3.5	4.0	4.5	4.0

- Follow site dewatering instructions for installation of system.
- Supplier will conduct an on-site preconstruction meeting with the contractor prior to the scheduled delivery date of the CMP System.
- Engineer to inspect bottom of bed and cover.

Testing & Inspection Requirements:

- Material Testing Requirements:
 - Review Specifications for required new material testing to be performed before it is brought on site.
 - Compaction Testing during backfill operations required
 - See above for individual testing on various systems.
- Inspection Requirements:
 - Design Team Reviews: Any work to be observed by the Design Team shall alerted to the appropriate contact at a minimum of 72 hours.
 - Geotechnical Engineer inspection at bottom of Utility Systems?

- Civil Engineer to inspect various Systems (bottom and cover), Structures, & Piping Install with notifications.
- Building Commissioner/ Inspector: Do they to be notified for Infiltration System/ Utility Install?

Safety Concerns:

- Holes & trip hazards must be covered and marked immediately.
- Ladders for access out of structure pits.
- Material Deliveries cannot stage outside of site boundaries. No idling Trucks.
- Proper Shoring to be used for Deep excavations with small excavated area.
- Coordination with the City and Police Department for Street Work. Road Plating, Signage, and Barriers to be provided for safety.
- Banking back excavation holes per OSHA standards.
- Backup alarms on site equipment & delivery trucks.

Mockup:

- Mock Up for Segmental Retaining Wall required. See note above.

Material Handling & Procurement:

Material deliveries must be made between the hours of 7:00am – 2:00pm:

- Precast Structures – 2 to 4 weeks out
- Infiltration Systems – Large System up to 6 weeks out
- Piping – Readily Available
- Segmental Retaining Wall – RJ Pelchat to Advise
- Granite Curbing – RJ Pelchat to Advise

Scheduling / Phasing Milestones:

2021 Work – Phase 1

- | | |
|---|----------------------------------|
| • Site Mobilization / Sanitary Line Installation: | This week 6/15 |
| • Foundation Form Work Mobilization: | 6/21 |
| • Form & Pour Support Bldg. Foundations: | 6/21 – 7/23 (4w) |
| • Form & Pour Headquarters Bldg. Foundations: | 7/12 – 8/27 (6w) |
| • Underground MEP's Support Building | 7/23 – 8/13 (3w) |
| • Underground MEP's Headquarters Building | 8/16 – 9/24 (6w) |
| • Infiltration System #01 | 9/6 – 9/24 (3w) |
| • Infiltration System #02 | 9/24 – 10/8 (2w) |
| • Segmental Retaining Wall | Early October |
| • Precast Structures | Fill in Work September |
| • Distribution Piping | Fill in Work September & October |
| • Finish Grade | Late October/ Early November |
| • Binder Course Paving | Early November |

Attachments:

Preliminary Site logistics Plan

Woburn Fire
Headquarters

WOBURN, MA

